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ABSTRACT

The goal of this book is to describe the knowledge base and skills that are necessary for advisers of student organizations. A foundation of basic concepts about college students, student groups, and organizations is provided; the general knowledge that advisors routinely use is detailed, and specific issues that will recur in various contexts are addressed. Part 1, "What Advising Offers and Requires," provides insight into the challenges and rewards of advising and an overview of typical student groups and organizations. Part 2, "Essential Knowledge and Skills," reviews the roles and functions of advisors and the basics of group dynamics, group development, and building trust. Chapters are devoted to academic and career advising, managing group versus institutional interests, financial and legal issues, and dealing with conflict. Part 3, "Supporting and Improving Practice," contains chapters on quality assurance and personal effectiveness. Many examples are provided with checklists, letters, agendas, budgets, evaluation forms, and so forth, which can serve as models. Attention is given to building programs that function effectively and make a difference for students. Maintaining functional relationships with students is emphasized. Although this work is grounded in current knowledge, it takes a pragmatic approach to the daily work of advising student groups. (EMK)

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